



BOARD OF FIRE COMMISSIONERS MEETING MINUTES

SNOHOMISH REGIONAL FIRE & RESCUE

SRFR Station 31 Training Room / Via Zoom

163 Village Court, Monroe, WA 98272

August 14, 2025, 1730 hours

CALL TO ORDER

Chairman Elmore called the meeting to order at 1730 hours. In attendance were Commissioner Alsin, Commissioner Edwards, Chairman Elmore, Vice Chairman Fay, Commissioner Schaub, and Commissioner Steinruck; and via Zoom was Commissioner Waugh. Additionally District Secretary Snure was an excused absence.

PUBLIC COMMENT

N/A

UNION COMMENT

N/A

CHIEF'S REPORT

As presented. Chief Park introduced the new platform for our monthly report at the first Board meeting of each month. We look forward to including an employee spotlight and this issue recognizes Mechanics Mike Camerer and Cameron Main. We will include updates from Operations, Support Services, district highlights, recent events and upcoming events. Additionally Chief Park thanked Firefighter Alex Fatkin who arrived off-duty to a significant alarm to help out; and he welcomed our Firefighter Recruits of Class 2025-02 and thanked everyone on the hiring team. He commented that he was able to meet with all the stations and shifts, and that we are blessed to be here. We have an amazing group of people who want to give, the servant leadership and culture in this organization, the volunteerism, the pride, and the collaboration with our communities is all very inspiring, and he is grateful to be here. He commented that he also spent time meeting with our elected officials, and he thanked our team for getting the various meetings scheduled.

Vice Chairman Fay thanked Chief Park for making those connections. There is starting to be a push in the Clearview area regarding what that area is going to look like. As we are able to do so, we want to develop relationships in unincorporated areas as well.

COMMISSIONER REPORTS

Meeting	Chair	Last Mtg.	Next Mtg.	Reporting
Capital Facilities	Steinruck	7/22/25	8/26/25	No



Finance Committee	Elmore	7/24/25	8/28/25	No
Sno911	Waugh	7/17/25	8/21/25	No
Sno-Isle Commissioners	Fay	7/3/25	9/4/25	No
Leadership Meeting	Schaub	5/15/25	9/18/25	No
Policy Committee	Schaub	8/14/25	9/11/25	Yes
Community Advisory Committee	TBD	6/25/25	11/12/25	No

Policy Committee – Commissioner Schaub commented that they met earlier today to review policies, and they also reviewed some legacy policies to be rescinded. He thanked DC McConnell and DFM Dahl for their help with this process.

Commissioner Waugh asked about the timeline for Station 72. Assistant Chief Messer explained that everything has been sent to Alderwood Water and they have processed the permit. We are now waiting on the county.

COMMITTEE MEETING MINUTES

Policy Committee – July 10, 2025

Capital Facilities Committee – July 22, 2025

Finance Committee – July 24, 2025

CONSENT AGENDA

Approval of Vouchers

Benefits Vouchers: 25-01621 to 25-01636; (\$855,715.41)

AP Vouchers: 25-01637 to 25-01797; (\$1,623,388.19)

Approval of Payroll

July 31, 2025 Payroll (\$1,572,659.52)

August 15, 2025 Payroll (\$1,591,242.31)

Approval of Minutes

Approve Special Board Meeting Minutes June 8, 2025

Approve Special Board Meeting Minutes June 9, 2025

Approve Regular Board Meeting Minutes July 24, 2025

Approval of Medical Expense Reimbursement Plan (MERP) Side Letter

Approval of Board Approval Process

Approval of Resolution 2025-4 Surplus List

Motion to approve the Consent Agenda as submitted.

Motion by Vice Chairman Fay and 2nd by Commissioner Edwards.

On vote 7/0.



OLD BUSINESS

Discussion

N/A

Action

Resolution 2025-3 Public Record Index

This resolution was previously approved with the wrong number 2025-2 and is being resubmitted for approval as Resolution 2025-3.

Motion to approve Resolution 2025-3 Public Record Index as submitted.

Motion by Chairman Elmore and 2nd by Commissioner Steinruck.

On vote 7/0.

NEW BUSINESS

Discussion

Policy Review

- Policy 400 Fire Inspections
- Policy 403 Code Enforcement
- Policy 407 Maximum Occupancy - Overcrowding

Legacy Policies to Rescind

- 1-7 Uniform and Dress Code
- 1-8 Displaying Fire Department Identification on Private Vehicles
- 1-11 Training
- 1-12 Use of Department Owned Vehicles
- 1-13 Station Security
- 1-15 Safety
- 1-16 Personal Protective Equipment (PPE)
- 1-17 Vehicle Accident Prevention and Reporting
- 1-18 Preventive Maintenance of Fire District Vehicles
- 1-21 Emergency Incident Reporting
- 1-22 Response to Requests for Assistance
- 1-24 Radio Communication System

Deputy Chief McConnell commented that these policies have been through the review process, and we look forward to any questions you may have.

Chief Park thanked the Commissioners for their support and thanked the staff for all their work.



Action

Resolution 2025-5 Changing Risk Insurance Providers

Commissioner Waugh asked about the WA Cities insurance premium, and Business Administrator Schoof explained that WCI increased their insurance premiums to 47% this year.

Motion to approve Resolution 2025-5 Changing Risk Insurance Providers as submitted.

Motion by Commissioner Alsin and 2nd by Commissioner Schaub.

On vote 7/0.

Chairman Elmore thanked everyone for their work on this.

GOOD OF THE ORDER

Chairman Elmore encouraged everyone to take advantage of the upcoming health screening event.

Vice Chairman Fay thanked Chief Park and the staff for embracing change and working with the new ideas.

Commissioner Steinruck commented that National Night Out was a great experience this year, and he thanked the staff and the crews for all that they did to make these events happen.

ATTENDANCE CHECK

Regular Commissioner Meeting Thursday, August 28, 2025, at 1730 - Station 31 Training Room/Zoom

EXECUTIVE SESSION

RCW 42.30.140(4)(b): Labor Negotiations

RCW 42.30.110(1)(g): To Review the Performance of a Public Employee

Chairman Elmore called for an Executive Session to begin at 1755 hours for 15 minutes, with no expected action to follow. Chairman Elmore resumed the regular Board of Commissioners Meeting at 1810 hours and there was no action. Meeting moved to Adjournment.

ADJOURNMENT

Chairman Elmore adjourned the meeting at 1810 hours.



SNOHOMISH REGIONAL FIRE & RESCUE

Commissioner Davin Alsin

Commissioner Jeff Schaub

Commissioner Rick Edwards

Commissioner Jim Steinruck

Chairman Troy Elmore

Commissioner Roy Waugh

Vice Chairman Randy Ray